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Fri, Mar 5, 2021 at 4:12 PM

Budget Estimate as of 3-5-21

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

To: William Harrison (b) (6)
Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Good afternoon Beau,

Attached is your budget estimate as of 3/5/21.

Please let us know if you have any questions.

Best, Kaitlyn

Kaitlyn Schneider

Presidential Transition Support Team U.S. General Services Administration



Outgoing President Budget Estimate as of 3-5-21.xlsx

Su	ımmary
Total Allocation	\$2,080,000.00
Spent	\$1,589,058.73
Remaining	\$490,941.27

Spend Estimate Summary by Category						
IT	\$30,752.4					
HR	\$1,311,211.6					
Rent	\$126,105.2					
Furniture	\$22,583.5					
Travel	\$60,000.0					
Office Supplies	\$36,224.6					
Mail	\$2,181.2					
	4 4 4 4					

Category	Description	Purchase Type	Status	Quote/Total	Notes
IT	5 Laptops (FL)	Contract	Spent	\$14,777.85	
п	12 phones (8 FL, 4 VA)	Contract	Spent	\$3,509.22	\$\(\begin{align*}(4)\)/phone per month. Desiree is returning some phones - this will get updated
п	1 Multifunction Printer (FL)	Purchase Card	Spent	\$567.66	
Furniture	6 months rental (delivery and pickup included)(Florida)	Purchase Card	Spent	\$3,239.28	
HR	Salaries	Other	Estimated	\$(b) (5)	SEE HR SPENT TABLE FOR SPEND-TO-DATE TOTALS
HR	Benefits	Other	Estimated	\$ <mark>(b) (5)</mark>	SEE HR SPENT TABLE FOR SPEND-TO-DATE TOTALS
Rent	Correspondence Rent for 6 months		Estimated	\$ <mark>(b) (5)</mark>	
IT	GoToMeeting Subscription	Purchase Card	Spent	\$84.00	
Furniture	Move from 20 Mass to OPY	Contract	Spent	\$9,094.27	
IT	Comcast service for 6 mo (VA)	Purchase Card	Spent	\$1,155.18	
П	Move of multifunction printer	Purchase Card	Spent	\$283.50	
П	Cabling (VA)	Contract	Spent	\$4,647.77	
Furniture	Move furniture to Franconia to be excessed (close down)	Contract	Estimated	\$(b) (5)	
Travel	Pre Authorization	Other	Estimated	\$ <mark>(b) (5)</mark>	(b) (5) SEE TRAVEL SPENT TABLE FOR SPEND-TO-DATE TOTALS
Office Supplies	Signature Font	Purchase Card	Spent	\$59.90	- FFL and Former POTUS.
Office Supplies	Autopen	Purchase Card	Spent	\$916.32	Half of the 6 mo rent, 2 signatures, delivery
Mail	Stamps.com monthly fee	Purchase Card	Spent	\$181.26	s(b) (4)
IT	UPS (for cabling in VA)	Purchase Card	Spent	\$795.98	Total \$1,591.95 split 50/50
Office Supplies	Toner	Purchase Card	Spent	\$397.56	1 black, 1 yellow, 1 cyan, 1 magenta
IT	Pull cabling in VA (close down)		Estimated	\$(b) (5)	
Office Supplies	Nicholas Luna - plastic mat	Reimbursement	Estimated	\$(b) (5	
п	Move of multifunction printer (VA)(close down)	Purchase Card	Spent	\$283.50	
Office Supplies	Stationery	Contract	Estimated	\$ <mark>(b) (5)</mark>	
Mail	4,000 First Class stamps on stamps.com	Purchase Card	Spent	\$2,000.00	
Furniture	CORT Pickup Fee	Purchase Card	Estimated	\$ <mark>(b) (5)</mark>	

HR SPENT S	ummary
Salaries	\$244,370.88
Benefits	\$70,084.67
TOTAL HR SPENT	\$314,455.55

HR Costs SPENT								
Pay Period	Salaries	Salaries Benefits						
1/17 - 1/30	\$63,249.28	\$19,475.06	Started 1/20					
1/31 - 2/13	\$90,560.80	\$26,202.45	2 people onboarded 2/1 (paid fo full pay period)					
2/14 - 2/27	\$90,560.80	\$24,407.16						
2/28 - 3/13			2 less people on payroll (offboar 2/27)					
3/14 - 3/27								
3/28 - 4/10								
4/11 - 4/24								
4/25 - 5/8								
5/9 - 5/22								
5/23 - 6/5								
6/6 - 6/19								
6/20 - 7/3								

7/4 - 7/17

7/17 - 7/31

	Travel Cost		
Dates	Number of Trips	Weekly Spent	To-Date Spend
2/28 - 3/6	3		
3/7 - 3/13			
3/14 - 3/20			
3/21 - 3/27			
3/28 - 4/3			
4/4 - 4/10			
4/11 - 4/17			
4/18 - 4/24			
4/25 - 5/1			
5/2 - 5/8			
5/9 - 5/15			
5/16 - 5/22			
5/23 - 5/29			
5/30 - 6/5			
6/6 - 6/12			

6/13 - 6/19 6/20 - 6/26 6/27 - 7/3 7/4 - 7/10 7/11 - 7/17

7/18 - 7/24

Travel SPENT Summary

\$0.00

Number of Trips
TOTAL TRAVEL SPEND

Salary and Beneftis Cost Estimating File

EOP Data Entry						GSA Calculated Fields					
				Annual Salary	Current Federal Employee Moving Immediately to Outgoing Office?	Estimated Start Date May not be before:	•	Estimated Salary Cost for Outgoing		Estimated Benefits Costs	Total Salary an
Employee (Count)	Name	Title	Duty Station	(Max of \$172,500)	(Y/N)	12/21/2020	7/21/2021	Period	Calculated Field)	(35%)	Benefits Cost
	1 Dan Scavino	Communications Director	Palm Beach, FL	\$172,500.00	Y	1/20/2021	7/21/2021	\$ 86,013.70	Υ	\$ 30,104.79	\$ 116,118.49
	2 Molly Michael	Chief of Staff	Palm Beach, FL	\$170,000.00	Υ	1/20/2021	7/21/2021	\$ 84,767.12	Υ	\$ 29,668.49	\$ 114,435.62
	3 Nicholas Luna	Deputy Chief of Staff for Policy and Personnel	Palm Beach, FL	\$170,000.00	Y	1/20/2021	7/21/2021	\$ 84,767.12	Υ	\$ 29,668.49	\$ 114,435.62
4	4 Beau Harrison	Deputy Chief of Staff for Operations	Palm Beach, FL	\$160,000.00	Y	1/20/2021	7/21/2021	\$ 79,780.82	Υ	\$ 27,923.29	\$ 107,704.1
;	5 Stephen Miller	Advisor	Arlington, VA	\$160,000.00	Υ	1/20/2021	7/21/2021	\$ 79,780.82	Υ	\$ 27,923.29	\$ 107,704.1
(6 Hayley D'Antuono	Chief of Staff to the Former First Lady	Palm Beach, FL	\$160,000.00	Υ	1/20/2021	7/21/2021	\$ 79,780.82	Υ	\$ 27,923.29	\$ 107,704.1
-	7 Marcia Kelly	Advisor to the Former First Lady	Palm Beach, FL	\$150,000.00		1/20/2021	7/21/2021	, ,		\$ 26,178.08	\$ 100,972.60
	8 Scott Gast	Ethics Counsel	Arlington, VA	\$150,000.00		1/20/2021	4/1/2021	, ,		\$ 10,212.33	\$ 39,390.47
(9 Eliza Thurston	Executive Assistant / Director of Scheduling	Palm Beach, FL	\$145,000.00	Υ	1/20/2021	7/21/2021	\$ 72,301.37	Υ	\$ 25,305.48	\$ 97,606.85
10	0 Desiree Thompson	Director of Correspondence	Arlington, VA	\$135,000.00		1/20/2021	7/21/2021	, ,		\$ 23,560.27	\$ 90,875.34
1	1 (b) (6)	Personal Aide	Palm Beach, FL	\$120,000.00	Υ	1/20/2021	7/21/2021	, ,	Υ	\$ 20,942.47	\$ 80,778.08
	2 (b) (6)	Communications Director to the Former First Lady	Arlington, VA	\$100,000.00		1/20/2021	7/21/2021	, ,	Υ	\$ 17,452.05	\$ 67,315.07
	3 (b) (6)	Coordinator	Arlington, VA	\$90,000.00		1/20/2021	4/1/2021	, ,	Υ	\$ 6,127.40	\$ 23,634.25
14		Press Assistant	Palm Beach, FL	\$90,000.00		1/20/2021	7/21/2021	· · · · · · · · · · · · · · · · · · ·	Υ	\$ 15,706.85	\$ 60,583.56
1:	5 (b) (6)	Administrative Assistant to the Former First Lady	Palm Beach, FL	\$90,000.00		1/20/2021	7/21/2021	•	Υ	\$ 15,706.85	\$ 60,583.56
	6 Ali Pardo		Arlington, VA	\$150,000.00		2/1/2021	2/27/2021	, ,		\$ -	\$ 10,684.93
	7 Ben Williamson		Arlington, VA	\$150,000.00	N	2/1/2021	2/27/2021	\$ 10,684.93	N	\$ -	\$ 10,684.93
18								\$ -	N	\$ -	\$ -
19								\$ -	N	\$ -	-
20	0							\$ -	N	\$ -	\$ -
							Total	\$ 976,808.22		\$ 334,403.42	\$ 1,289,841.78